

August 27, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES' (DCFS) REQUEST TO
APPOINT MANAGEMENT POSITION – CHIEF DEPUTY DIRECTOR**

Consistent with the August 4, 1998 Board-approved policy on management appointments, we received the attached request from Marjorie Kelly, Interim Director of DCFS, to appoint John Oppenheim to the position of Chief Deputy Director at an annual salary of \$150,000 (\$12,500 per month – 4th quartile of R16). The item is fully funded in DCFS' FY 2002-03 Adopted Budget and is vacant. Attached is a copy of the Department's organizational chart for your reference.

As Chief Deputy Director, approximately 6,500 staff would report to Mr. Oppenheim through subordinate supervisors. Mr. Oppenheim would serve as second-in-command to Ms. Kelly and be in charge during her absence.

Mr. Oppenheim has 28 years of experience in public human services administration, program development and service delivery. His 28 years with the Santa Clara County Social Services Agency, including five years as the Director of Family and Children Services and three years as the Director of Finance and Administration, uniquely qualify him for the position of Chief Deputy. Although your Board approved a reaffirmation and expansion of our current hiring/promotion freeze policy, we recommend approval of Ms. Kelly's request due to the critical need for the Chief Deputy Director item to be filled to provide support to the Interim Director and continuity during the transition from an Interim Director to a permanent Director of DCFS.

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The requested annual salary of \$150,000 is justified by his past salary history, exceptional experience and unique qualifications for this position. Based on the above, we concur with the Department's request to appoint Mr. Oppenheim to the position of Chief Deputy Director at an annual salary of \$150,000 effective September 9, 2002.

Although policy requires that the Board be allowed two weeks for review and comment back to this office, due to the urgency to fill the Chief Deputy position, we request that the review period be shortened to enable Mr. Oppenheim to start September 9, 2002. Unless we hear otherwise from your offices by September 6, 2002, we will notify Ms. Kelly that she is authorized to proceed with the appointment.

Please let me know if you have any concerns about this appointment, or your staff may contact Claudine Crank of this office at (213) 974-2356.

DEJ:WW
JEJ:CC:kd

Attachments

c: Executive Officer, Board of Supervisors
Interim Director, Department of Children and Family Services
Director of Personnel